Tollbrae Primary School

Digital Home Learning Policy for Parents

Updated: 2022/23

Introduction

At Tollbrae Primary we value the use of digital technology and are committed to providing an ICT curriculum to our learners as well as using digital technology to enhance learning throughout the curriculum in line with ACfE and Education Scotland guidance.

'Digital technology can make a substantial contribution to this improvement agenda by enriching education across all areas of Curriculum for Excellence. If used effectively and appropriately, digital technology can enhance learning and teaching, equip our children and young people with vital digital skills and crucially, it can lead to improved educational outcomes.' (Enhancing Learning and Teaching through the use if Digital Technology, A Digital Learning and Teaching Strategy for Scotland, 2016)

Spurred on by the COVID-19 pandemic, the use of digital learning and digital skills have become more important than ever before. There is a need to have our learners become digitally literate to access high quality learning and teaching and beyond that many careers in the world of work.

This policy sets out our approach to online digital learning, in line with NLC policy and Education Scotland guidance and outlines how we will meet the needs of our learners.

At Tollbrae we are delivering an online offering through a variety of applications, programmes and websites.

Glow

All pupils have their own unique username, email address and password to access Glow. This is part of the national digital offering and is used as the main learning platform throughout Scotland. It can be accessed here:

https://glow.rmunify.com

Children have the ability to access a whole variety of resources and apps within Glow including a downloadable (or online) copy of the Microsoft Office Suite. They can also access Microsoft Teams and email (Outlook) to collaborate with their teacher and classmates as well as 1TB of cloud storage using their OneDrive. Pupils will learn how to use these features as they are required

throughout their time at Tollbrae Primary so they can be utilized effectively both at home and within school.

Teams

Our main platform for delivering online learning is Microsoft Teams. Teams is accessed by logging in with a Glow e-mail and password and can be downloaded as a Microsoft application. Each class have their own Team to act as a virtual learning and teaching area. Each Team can be set up in a way that suits the learners. Tasks for our learners can be given in a number of ways within Teams and teachers will use their own judgement to determine the best way to do this for their learners. Tasks can be given by
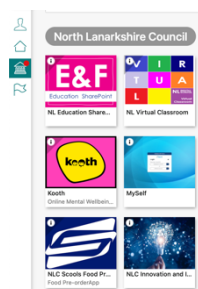
- Uploading links, videos, documents or any other media directly to the 'chat' within the channel
- Uploading documents into files for the children to access
- Using Onenote to issue work to individual pupils and groups
- Using assignments to issue work to individual pupils and groups

Literacy: Epic, Oxford Owl and Studyladder

All learners will have access to e-books, teachers will choose an option for accessing e-books that suits themselves and their learners. Both Epic and Oxford Owl are free to use e-book libraries that can be accessed by teachers. Once accounts are set up, they simply share their class access code with their learners.

At times, senior classes who are reading novels, may be given access to PDF novels by their teacher rather than having access to one of these websites.

NLC Virtual School

NLC virtual school can be found on Glow in a launch pad within the local authority area. A video guide on how to access the virtual classroom can be found here.

The table below is a guide to as to which colour classroom your child can access.

Classroom Colour	Primary/Stage	CfE
Zebra	ASN	
Red	Primary 1	Early***
Orange	Primary 2	First*
Yellow	Primary 3	First**
Green	Primary 4	First***
Blue	Primary 5	Second*
Indigo	Primary 6	Second**
Violet	Primary 7	Second***
Magenta	1st Year	Third*
Lilac	2nd Year	Third/Fourth
Gold	3rd Year	Fourth

As well as a range of digital classrooms aimed at different stages, there are other icons that teachers (and pupils) can access to access more guided learning activities and resources.